



**Board Minutes
August 17, 2021**

Present: Joyce, Burk, Doll, Kleeman, Lenger, Muir, Reuter, Smith

Absent:

Also present:

Approval of Agenda: Motion to approve by Muir, second by Kleeman. All aye.

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the July 20, 2021 meeting as corrected by Joyce, second by Muir. All aye.

Financial Reports:

Accounts Payable: Contract service hours were purchased for \$3,600 and should last for most of the year. The hardware replacement cycle was described. Two grant-funded expenses, the OwlLab meeting camera and \$4,001 of content credit through Overdrive for ebooks and audiobooks were purchased. Motion to accept by Joyce, seconded by Reuter. All aye.

Burk joined the meeting at 5:38 pm.

Account Balance: The library has received \$141,000 in city income. Moving services by LFI do not fit well into any other line and were paid out of the unfunded Professional Services line. Donations made directly to the library are separate from donations made to the Friends group. Motion to accept by Muir, seconded by Burk. All aye.

Director's Report: Wright spoke with the mayor of Farley prior to the board meeting. Telegraph-Herald covered the community meeting. We have recommended that a needs assessment for the community of Farley be completed, especially as we consider a potential new, permanent location for the library. We spoke to Library Strategies to ask about possible timeline and costs, which they estimate to cost \$6-8,000, with a possible \$3,000 grant from the State Library of Iowa. Wright

recommends that the library and city share cost of the needs assessment, with the majority paid by the library. State Library is no longer conducting needs assessments. New clerk at Peosta has been hired.

New Business:

Finalize appointment of Amanda Vazquez as Library Director: The HR committee considered state salary data and had a discussion with County HR, and agreed to recommend meeting Vazquez's compensation request of a salary of \$82,000, 4 weeks of vacation, and \$1,500 toward continuing education expenses. Motion by Kleeman, seconded by Muir, all aye. Vazquez's first day as director will be October 7, 2021. A letter of appointment to be sent by the board chair. Press release will also be sent.

Review of Privacy/Confidentiality Policy: The policy is due for review, and no changes are recommended. Motion to approve as presented by Joyce, seconded by Reuter.

Board meeting schedule for FY 2022: Board meeting schedule was proposed for FY2022.

Unfinished Business:

Farley Branch Update: Wright shared updates relating to the updated census numbers for Farley and other areas. Unincorporated area of Dubuque County and Holy Cross had population declines. The other communities saw growth. Overall, the population increase should result in a \$78,000 increase to the library budget in FY23 based on the current \$33 per capita rate.

Complete Board Committee Assignments: Board committee assignments were completed. JLAC representatives will be board chair Lenger and Burk. Lenger will represent on the Agency committee. Burk will serve on Nominating.

Adjournment: Motion to adjourn by Joyce, second by Muir. All aye. Meeting adjourned at 6:12 PM

Next Meeting – Tuesday, September 21, 2021, 5:30 PM at Asbury.